



MEMORANDUM

TO: Indiana School Superintendents
Indiana School Principals

FROM: Superintendent of Public Instruction Dr. Suellen Reed

DATE: April 25, 2008

SUBJECT: Communicating the importance of Core 40 End-of-Course Assessments

Educators and students across Indiana are currently preparing for the spring 2008 administration (April 28 through May 30) of the state's four operational Core 40 End-of-Course Assessments in Algebra I, Algebra II, English I I and Biology I. As you are also aware, the Algebra I and English I0 End-of-Course Assessments will soon replace the existing Graduation Qualifying Exam (GQE).

As we move toward making Core 40 End-of-Course Assessments serve as both a high school graduation expectation and indicators of college-readiness, it has never been more critical to communicate the importance of these exams to our students, families and educators.

With that goal in mind, Indiana schools are strongly encouraged to consider the following:

- 1) Incorporate End-of-Course Assessments results into student course grades.
(The Indiana Department of Education recommends that these exams not count for more than one-third of a student's final grade.)
- 2) Include End-of-Course Assessments results on student report cards and transcripts *(when possible)*.
- 3) Communicate widely to teachers, administrators, students and parents that your school is taking the above actions.

As you work to ensure all students master these important subjects, we appreciate your assistance in sending a clear message to Indiana students and families that these assessments matter.